

## Helpful Hints for Purchasing Equipment

- Use the RKB for all equipment purchases, not just grant purchases.
- Have EMD/HLS review planned purchases for allowability before you buy; it only takes one or two days.
- Don't print the AEL or SEL; use the on-line version as they are updated daily.
- Don't print the Washington Restricted Equipment List; it also may change without notice.
- One-on-one training and/or assistance is available from EMD either by phone or on-site.
- Order directly from available State contracts; EMD/HLS will purchase on your behalf when requested, but this takes additional time and is an indirect process.
- The CHS Equipment Subcommittee meets on the first Wednesday of each month—approval requests can be processed at any time if required.

### Links:

Responder Knowledge Base,

<http://www2.rkb.mipt.org/>

Team Washington Homeland Security,

<http://emd.wa.gov/5-prog/wahsas/wahsas-idx.htm>

Washington State Contracts Research,

<https://fortress.wa.gov/ga/inet/pca/pcacont.htm>

Washington State Purchasing Cooperative,

<http://www.ga.wa.gov/PCA/SPC.htm>

Circular No. A-133

<http://www.whitehouse.gov/omb/circulars/a133/a133.html>